

MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
January 13, 2015

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, January 13 at 6:00 p.m. in regular session with Mayor Phillip Burch presiding, and the following present to wit:

Jose Luis Aguilar	Manuel Madrid Jr.
Kent Bratcher	Raul Rodriguez
Terry Hill	Nora Sanchez

The following were absent:

Bill Rogers
Jeff Youtsey

Kent Bratcher

Also present:

Aubrey Hobson, City Clerk-Treasurer
John Caraway, City Attorney

It was determined that a quorum was present. The invocation was given by Councilor Rodriguez, and all joined in the Pledge of Allegiance.

Consent Agenda

Councilor Rodriguez moved to approve the Consent Agenda as written. The motion was seconded by Mayor Pro tem Hill and upon vote, the motion passed.

The Consent Agenda includes:

1. Approval of Minutes: * December 9, 2014
2. Consideration of Bids:
 - A. *Approval of award of bid to provide an indefinite quantity "on-call" contract for minor construction for the Facility Maintenance Department to GWC Construction Inc., Lovington, NM
 - B. *Approval of award of bid to provide an indefinite quantity "on-call" contract for HVAC/Plumbing for the Facility Maintenance Department to Coats Plumbing & Advantage Heating & Cooling, Artesia, NM
 - C. *Approval of award of bid to provide, install, train and maintain on call security access control and video surveillance equipment and services for existing and future facilities for the Human Resources and City-wide Departments to NED, Access Technologies and SCI, Albuquerque, NM
 - D. *Approval of award of bid to provide legal services city-wide including general services to the firm of McCormick, Caraway, Tabor & Riley, Carlsbad, NM
 - E. *Approval of award of bid for Guadalupe Park on Street Parking to Ramirez and Sons Constructors, Inc (as funds allow)
3. Contracts, Leases and Agreements:
 - A. *Approval of Airport Hangar Lease No. 104 with Autorotate LLC
4. Appointments:
 - A. Approval of re-appointment of Dave Boneau to the Recreation Commission (term to expire January 2018)

- B. Approval of appointment of Robert Wachter to the Recreation Commission (term to expire January 2018)
 - C. Approval of appointment of Wendell Lovelis to the Recreation Commission (term to expire January 2018)
5. Resignations:
- A. Accept the resignation of Richard Cage, Police Officer, effective January 2, 2015
 - B. Accept the resignation of Bill Thalman, Human Resource Director, effective January 15, 2015
 - C. Accept the resignation of Cammie Agour, Administrative Assistant, effective January 15, 2015
 - D. Accept the resignation of Burke Headrick, Fire Captain, effective January 21, 2015
6. Dates of Hearing:
7. *Travel and Training:
- A. Legislative - Permission to attend the 2015 Artesia Chamber of Commerce/Eddy County legislative reception in Santa Fe, NM
 - B. Fire – Permission for two (2) employees to attend the Image Trend Connect conference in Minneapolis, MN
 - C. Library – Ratification of Mayor Burch's approval for Laura Simon to attend the AIA Albuquerque End of Year Celebration and Design Awards Ceremony in Albuquerque, NM
 - D. Police – Permission for one (1) employee to attend the Euthanasia Tech training in Santa Fe, NM
 - E. Purchasing – Permission for one (1) employee to attend the National Institute of Government Purchasers (NIGP) Annual Forum in Kansas City, MO
 - F. Police – Ratification of Mayor Burch's approval for two (2) employees to attend the funeral service for Officer Liu in New York, NY
 - G. Police – Ratification of Mayor Burch's approval for one (1) employee to attend the NM Police Chief's Law Enforcement Mental Health summit in Albuquerque, NM
 - H. F&A – Permission for two (2) employees to attend the GFOA Advanced Reporting training in Denver, CO
 - I. Fire – Permission for one (1) employee to attend Fire Officer II training in Roswell, NM
 - J. Fire – Ratification of Mayor Burch's approval for Rick Burks to participate in the promotional process for the Alamogordo Fire Department in Alamogordo, NM
 - K. Police – Permission for one (1) employee to attend the Taser Instructor re-certification course in Lubbock, TX
 - L. Planning – Permission for one (1) employee to attend the CBO-Tech Module training and exam in Englewood, CO
 - M. Police – Permission for one (1) employee to attend the CPS Technicians Child Safety Clinic in Albuquerque, NM
8. Routine Requests for City Facilities:
9. Budgeted Items:
- A. *Approval of Lodger's Tax Requests:
 - 1) Artesia MainStreet request for Main Event Car Show & Cruise, March 27-28, 2015: \$8,500
 - 2) AHS Athletic Department request for Varsity Baseball Invitational, March 5-7, 2015: \$4,700
 - 3) Artesia Historical Museum & Art Center annual request for events & marketing: \$20,000
10. Non-budgeted Items:
11. *Payment of Bills

Councilor Sanchez moved to consider agenda item 12-A at this time. The motion was seconded by Mayor Pro tem Hill and upon vote, the motion passed.

Community Development

Community Development Director Jim McGuire presented a resolution to certify Chelsea Investment Corporation as a potential qualifying grantee and to provide funding to a To-Be-Formed Limited Partnership that will include Chelsea Investment Corporation and the Eastern Regional Housing Authority for the Roselawn Manor Affordable Housing Project.

Mr. McGuire stated that this action is a result of the adoption of the city's affordable housing ordinance, and that they are seeking \$1.3 million from the city to allow them to get the maximum points on their MFA application. Councilor Aguilar moved to approve the Resolution certifying Chelsea Investment Corporation as a potential qualifying grantee and to allocate funds, not to exceed \$1.5 million for the project, Resolution No. 1563. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

RESOLUTION NO. 1563

Public Hearings

Mayor Burch declared the meeting open for public hearing to consider the following:

1. Consideration and approval of an ordinance for approval of Vacation of a Triangle Portion of Roselawn, located near the southeast corner of Dallas Avenue and Roselawn Avenue, in Section 17, Township 18 South, Range 28 East.

Community Development Director Jim McGuire presented this request to vacate this triangle portion at Dallas and Roselawn. He stated that an existing building encroaches on the right-of-way, but not on the travel way and the Planning Department recommends approval.

Planning and Zoning Commission recommends passage.
No public comment was received.

Mayor Pro tem Hill moved to approve the vacation of the triangle portion of Roselawn and Dallas, the southeast corner, Ordinance No. 954. The motion was seconded by Councilor Bratcher and upon roll call vote, with the following votes recorded:

Aye: Aguilar, Bratcher, Hill, Madrid, Rodriguez, Sanchez

Nay: none

the motion passed.

ORDINANCE NO. 954

2. Consideration and approval of an ordinance for approval of a Portion of Amended Plat of Yates Farms Subdivision (Phase I) Replat, located in Section 7, Township 17 South, Range 26 East.

Mr. McGuire presented the request to amend a portion of amended plat of Yates Farms Subdivision (Phase I) Replat. The lots had various sizes, some shallow, some deep and the requestor would like to have more conventional sized lots. The number of lots remain the same; and a landscape barrier strip to the south (between the lots and the Assisted Living Facility) has also been added.

Planning and Zoning Commission recommends passage.
No public comment was received.

Councilor Rodriguez moved to approve the ordinance for approval of a portion of Amended Plat of Yates Farms Subdivision (Phase I) Replat, Ordinance No. 955. The motion was seconded by Mayor Pro tem Hill and upon roll call vote, with the following votes recorded:

Aye: Aguilar, Bratcher, Hill, Madrid, Rodriguez, Sanchez
Nay: none
the motion passed.

ORDINANCE NO. 955

3. Consideration and approval of an ordinance for approval for Lot 14, Block 16, Clayton and Stegman Replat, located in Section 17, Township 17 South, Range 26 East.

Mr. McGuire presented the request for the Lot 14, Block 16 Clayton and Stegman Replat. This replat would split Lot 14 into Lot 14 and Lot 16.

Planning and Zoning Commission recommends passage.
No public comment was received.

Councilor Rodriguez moved to approve the ordinance for the Lot 14, Block 16, Clayton and Stegman Replat, Ordinance No. 956.

Aye: Aguilar, Bratcher, Hill, Madrid, Rodriguez, Sanchez
Nay: none
the motion passed.

ORDINANCE NO. 956

4. Consideration and approval for an ordinance approving the West Acres #8 Lots 1 & 2 Replat, located in Section 18, Township 17 South, Range 26 East.

Mr. McGuire presented a request to combine two lots located at the northwest corner of Mann and 24th Street into one lot.

Planning and Zoning Commission recommends passage.
No public comment was received.

Councilor Rodriguez moved to approve the ordinance for the West Acres #8, Lots 1 & 2 Replat, Ordinance No. 957. The motion was seconded by Councilor Bratcher and upon roll call vote, with the following votes recorded:.

Aye: Aguilar, Bratcher, Hill, Madrid, Rodriguez, Sanchez
Nay: none
the motion passed.

ORDINANCE NO. 957

Personnel

Councilor Bratcher moved, upon recommendation of the Mayor, to hire Dale Torrez to the position of Uncertified Firefighter at a salary of \$2,482 per month (CA22), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

Councilor Bratcher moved, upon recommendation of the Mayor, to hire Aaron Loveland to the position of Electronic Resources and Teen Librarian at a salary of \$3,125 per month (CA29), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

Library Director Laura Simon presented a proposal to reclassify the staff at the Library. Currently, there are four clerks and three librarians. Under the new proposal, that would change to three clerks and four librarians to help with adult programming in the library, with Carolyn (Jo) Scott moving from clerk to entry level of librarian. Councilor Rodriguez moved to approve the proposal for Library clerks and librarians. The motion was seconded by Councilor Bratcher and upon vote, the motion passed.

Councilor Bratcher moved to increase the salary of Lisa A. Johnson by 5%, effective January 16, 2015 for extra job duties as a result of the absence of a Human Resources Director. The motion was seconded by Councilor Aguilar and upon vote, the motion passed.

Mr. Thalman distributed safety statistics for December.

Mr. Thalman expressed his thanks for his time as Human Resources Director and wished the city well in all future activities.

Public Safety **Police**

Commander Olivas distributed the department statistics for December.

Fire

Chief Hummingbird distributed the department statistics for December.

Community Development

Code Enforcement Officer Cheryl Hinkle requested approval to foreclose on the property at 808 S. Second Street. Councilor Bratcher moved to approve beginning the foreclosure on the property at 808 S. Second. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

Community Development Director Jim McGuire distributed the department statistics for December.

Infrastructure

Infrastructure Director Byron Landfair reported on the current status of projects and that North 13th Street should be completed in March.

City Attorney

City Attorney John Caraway reported that on a previous condemnation Resolution, (Resolution No. 1534), the county had supplied two descriptions for a property, when the condemned structure only existed on one. The lien should be removed from Lot 7 (309 W. Cleveland). Mayor Pro tem Hill moved to approve a resolution making a partial release of Lot 7 from Condemnation Resolution No. 1534, Resolution No. 1564. The motion was seconded by Councilor Madrid and upon vote, the motion passed.

RESOLUTION NO. 1564

City Clerk

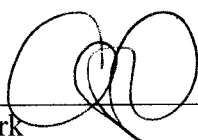
City Clerk Aubrey Hobson reported that the certificate of destruction for the annual records destruction conducted in December, would be included with the minutes.

There being no further business to come before the Council, the meeting adjourned at 7:50 p.m. January 13, 2015.



Mayor

ATTEST:



City Clerk